

STANDARD FORM NO. 64

**SECRET****CONFIDENTIAL****Office Memorandum • UNITED STATES GOVERNMENT****TO :** Chief, Intelligence School**DATE:** 30 April 1957**FROM :** Chief Instructor, Intelligence Orientation**SUBJECT:** Weekly Activities Report #18, 24 April - 30 April 1957**1. Significant Items:**

25X1

[ ] students are enrolled in IO#9. This is the smallest number of persons to be registered for a single course (IO type) in the last three years.

**2. Other Activities:**

a. IO#9 began on Monday, 29 April. The opening remarks were delivered by the D/DTR who got the course off to a flying start. 25X1

b. On Wednesday, 24 April [ ] Assistant Registrar, visited [ ] to discuss the disposition of six boxes of 3 x 5 cards which have been cluttering the IO files for about two years or more. The disposition of these cards was not indicated on the master Records Control Schedule. [ ] indicated that IO has no use for these cards and that they can be destroyed if they serve no purpose in the Registrar's office. 25X1

c. On Friday, 26 April [ ] visited Mr. [ ] to discuss the possibility of preparing a special version of Introduction to Intelligence for presentation to Signal Center personnel working in "L" Building. A report of the discussion has been sent to C/IS. 25X1

d. On Monday, 29 April the staff of Introduction to Intelligence met to discuss minor schedule changes and the seminar assignment changes necessitated by [ ] projected departure for military duty as of 6 May 1957.

e. On Tuesday, 30 April the staff of Introduction to Intelligence met to discuss the material to be used in preparing lectures for the special course for Security Office personnel. 25X1

f. [ ] the first member of the Medical Staff to take the special program for Medical Staff personnel, completed the Communism and Intelligence phase of his orientation on Friday, 26 April. He is now taking the first two weeks of Ops. Support. On Friday, 26 April [ ] took the regular test covering Introduction to Communism and a short (40 question) version test covering the Introduction to Intelligence. In both tests his scores placed him slightly below the excellent category. 25X1

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7. [ ] began the special orientation for Medical Staff personnel on Monday, 29 April. He is taking the Ops. Support phase (first two weeks) first and will take the Communism and Intelligence material beginning on 13 May 1957.

25X1

h. [ ] has begun typing the second of a number of case histories to be used in the special course for the Office of Security personnel.

25X1

3. Personnel Notes:

a. [ ] informs us that he will return to work on Monday, 6 May and will work one-half days for a while.

25X1

b. [ ] is now a student in Ops. Pam. and will be away for the next six weeks.

25X1

c. [ ] was on annual **leave** Thursday, 25 April.

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d. [ ] was on annual leave from Tuesday, 23 April through 26 April.

25X1



25X1